



CITY COUNCIL MEETING STAFF REPORT

MEETING DATE: AUGUST 21, 2002

TITLE: APPROVAL OF POLICE RADIO CONSOLE REPLACEMENT

RECOMMENDED ACTION(S):

1. Authorize the replacement of Police radio console equipment with the Motorola Centracom Elite from Motorola.

EXECUTIVE SUMMARY:

The current equipment is a first generation Motorola Centracom II button and LED console. It was built in 1986, the first year this model was available. All consoles with Button and LED hardware have been discontinued by vendors who build these systems. Should this console equipment fail, the programming kit used to recreate or edit the code plug image, which is the electronics brain layout, is no longer available. There is no longer system support for key components in the console. We are at a point, more than ever, where emergency services must be reliable. Should our current system fail, our ability to deliver emergency service to the community would be severely impacted.

The Motorola Centracom Elite System is software based and uses state-of-the-art, industry standard computer hardware. It is interoperable with the existing Motorola equipment currently in use by the Police Department field units, and will be fully functional for headset use by the public safety dispatchers.

The cost of the Motorola Centracom Elite system is \$96,519.88 from Motorola directly. Motorola is extending government pricing to Public Safety agencies for the specified equipment. County Communications, who is our current vendor for maintaining and installing our police radio equipment, has quoted an installation cost of \$7,500.00. The expenditure total for the system is \$104,019.88. The Motorola vendor retail price for purchase and installation of the same system is approximately \$60,898.00 over the government discount pricing and County installation.

Staff recommends the purchase of the radio equipment from Motorola and installation by County Communications, who have installed this system in their Communications Center.

FISCAL IMPACT:

The FY 2002-2003 budget includes funds for the purchase and installation of the radio console. \$20,000 in Asset Seizure (Fund 225), \$45,000 in Police Mitigation (Fund 311) and \$45,000 in CLEP2 (Fund 206)

Agenda Item # 2

Prepared By:

Patricia Yinger
Support Svs. Super.

Approved By:

Chief of Police

Submitted By:

Ed Tewes
City Manager



CITY COUNCIL MEETING STAFF REPORT

MEETING DATE: AUGUST 21, 2002

**TITLE: APPROVAL OF COPY MACHINE LEASE FOR POLICE
DEPARTMENT-RECORDS**

RECOMMENDED ACTION(S):

1. Authorize the lease of a Xerox DC440AS digital copier system through Precision Document Systems, Inc.
2. Declare the Sharp SF2040 copier (serial #76202461) surplus and authorize disposal by purchasing officer.

EXECUTIVE SUMMARY:

The Sharp copier in Police records is seven years old, experiencing significant downtime and repairs, and was due for replacement two years ago. The Police Records Specialists and the Support Services Supervisor developed specifications and standards for a copier that would meet the high volume needs of the Records Division. A model that meets the criteria, the Xerox DC440AS digital copier, was chosen by staff.

The cost to lease the copier over a five year period is \$26,131.80 and to purchase the copier outright is \$25,953.40, a difference of \$178.40. The lease allows the flexibility of upgrading or changing the copier during the lease period and also includes analyst support. The analyst support is billable at \$145 per hour on the cash sale.

Staff recommends the more flexible lease option.

The copier lease is based upon the County of Los Angeles blanket purchase agreement 0713969-04, dated 7-1-2001, County of Los Angeles COLA # 57227.

We are also asking Council to declare the Sharp copier surplus and authorize disposal by the purchasing officer.

FISCAL IMPACT:

The FY 2002-2003 budget includes funds for the first year of the lease of a copier in Support Services (010-44994-3225).

Agenda Item # 3

Prepared By:

Pam Borzone
Management Analyst

Approved By:

Chief of Police

Submitted By:

Ed Tewes
City Manager



CITY COUNCIL STAFF REPORT

MEETING DATE: August 21, 2002

APPOINTMENTS TO THE MOBILE HOME RENT COMMISSION

RECOMMENDED ACTIONS:

Approval of the Mayor's appointment of Charles Dillmann, Robert Graham and John Liegl to serve on the City's Mobile Home Rent Commission with terms expiring June 1, 2004.

EXECUTIVE SUMMARY:

The City Clerk's office conducted a recruitment to fill three citizen at large vacancies on the Mobile Home Rent Commission. On May 8, 2002, the City Council appointed Council Member Chang and Mayor Kennedy to interview citizens interested in serving on the Mobile Home Rent Commission. Three citizens submitted applications requesting consideration of Council appointment: Charles Dillmann, Robert Graham and John Liegl. Mayor Kennedy and Council Member Chang reviewed the applications submitted by these three individuals and are recommending Council's appointment of them. Their applications are attached for Council reference.

Staff has attached a copy of Chapter 2.64 of the Municipal Code relating to the Mobile Home Rent Commission. Staff will refer the Council to Section 2.64.010 Membership. The ordinance states that the membership make up is to consist of 1 member representing the mobile home park owners, 1 member representing the mobile home park tenants and three at large representatives. Mark Moore has been appointed to represent the mobile home part tenants. Staff will note that Mr. Liegl resides in a mobile home park and that if appointed, would be an at large representative on the commission as will Mr. Dillmann and Mr. Graham. Should the Council agree to appoint Messrs. Dillmann, Graham and Liegl, their terms of office would be to June 1, 2004.

Staff continues to be unsuccessful in the recruitment of a mobile home park owner's representative. Staff will continue to solicit applicants to fill this long vacated seat.

FISCAL IMPACT: The time taken to prepare the staff report is accommodated in the Council Services & Records Manager's operating budget.

Agenda Item # 4

**Prepared/Approved
By:**

**Council Services &
Records Manager**

Submitted By:

City Manager



CITY COUNCIL STAFF REPORT

MEETING DATE: August 21, 2002

Agenda Item # 5

Prepared By:

**Assistant to the City
Manager**

Submitted By:

City Manager

SUPPORT FOR TEACHER'S AID PROJECT

RECOMMENDED ACTION(S):

Officially Cosponsor the Teacher's Aid Project

EXECUTIVE SUMMARY: As you probably know, the School District does not have the budgetary resources to provide all of the classroom supplies needed by our students for classroom work. Because of this, some local residents have initiated the Teacher's Aid Project to help local teachers obtain the supplies needed to educate our youth. With support, donations, and monetary gifts coming entirely from the public, this project is a very positive way of reinforcing, especially to our newer teachers, that their work is appreciated.

The Project's leaders have asked us to include information in City Visions about the Project. In order to comply with City policy, it is necessary for the City to become an official cosponsor of the effort in order to include it in City Visions.

Staff recommends that the City officially cosponsor the Project.

FISCAL IMPACT: No budget adjustment is requested at this time.



CITY COUNCIL STAFF REPORT

MEETING DATE: August 21, 2002

SUBDIVISION APPLICATION SD 02-03: HALE- GLENROCK/SHEA

RECOMMENDED ACTION(S): Take no action, thereby concurring with the Planning Commission's decision regarding approval of the subdivision map.

Agenda Item # 6

Prepared By:

Senior Planner

Approved By:

**Community
Development Director**

Submitted By:

City Manager

EXECUTIVE SUMMARY:

The applicant is requesting approval of an 11-lot subdivision of a 3.25 acre portion of a 22.43 acre site within the 68-acre Capriano development located on the south side of Tilton Ave., east of Hale Ave. and west of Monterey Rd.

As of May 14, 2002, the Planning Commission awarded 11 allocations for FY 2003-2004 which will be the beginning of Phase IV of the project.

The project has recorded final maps and has begun construction on 42 of the 82 allotments previously granted to the project. The applicant would like to begin site work on the 11 recently awarded allotments as soon as possible to meet the winter grading deadline of October 15.

The subdivision map as submitted is in compliance with the RPD plan approved by the City Council earlier in July. The lot sizes and locations are each per the approved RPD.

Section 17.20.110 of the Subdivision Ordinance provides for City Council review of tentative maps which have been approved by the Planning Commission. The Council may schedule a hearing to reconsider the Commission action, or by taking no action, let the Commission's action of approval stand.

This application was reviewed by the Planning Commission at its July 30, 2002, meeting. The Commission voted 6-1, approving the request. The Planning Commission resolution, conditions of approval and subdivision map are attached. The staff report and minutes for the subdivision are attached to the development agreement request within this same agenda.

FISCAL IMPACT: None. Filing fees were paid to the City to cover the cost of processing this application.

RESOLUTION NO. 02-61

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MORGAN HILL APPROVING AN 11 LOT SUBDIVISION CONSISTING OF 11 SINGLE-FAMILY RESIDENTIAL LOTS ON 3.25 ACRE AREA OF A 22.43 ACRE PARCEL LOCATED ON THE WEST SIDE OF MONTEREY ROAD, SOUTH SIDE OF TILTON AVENUE, ON THE EAST SIDE OF HALE AVE. (APN's 764-09-026 & 027) (APPLICATION SD 02-03: HALE-GLENROCK BUILDERS)

WHEREAS, such request was considered by the Planning Commission at their special meeting of July 30, 2002, at which time the Planning Commission approved application SD-02-03: Hale-Glenrock/Shea; and

WHEREAS, testimony received at a duly-noticed public hearing, along with exhibits and drawings and other materials have been considered in the review process.

NOW, THEREFORE, THE MORGAN HILL PLANNING COMMISSION DOES RESOLVE AS FOLLOWS:

SECTION 1. The approved project as amended is consistent with the Zoning Ordinance and the General Plan.

SECTION 2. An environmental initial study has been prepared for this project, and has been found complete, correct and in substantial compliance with the requirements of the California Environmental Quality Act. A Mitigated Negative Declaration has been filed.

SECTION 3. The proposed subdivision will not result in a violation of the requirements established by the Regional Water Quality Control Board.

SECTION 4. The approved project shall be subject to the conditions as identified in the set of standard conditions attached hereto, as exhibit "A", and by this reference incorporated herein.

PASSED AND ADOPTED THIS 30 DAY OF JULY 2002, AT A SPECIAL MEETING OF THE PLANNING COMMISSION BY THE FOLLOWING VOTE:

AYES: **COMMISSIONERS:** **ACEVEDO, BENICH, ENGLER, ESCOBAR,
MUELLER, WESTON**

NOES: **COMMISSIONERS:** **LYLE**

ABSTAIN: COMMISSIONERS: NONE

ABSENT: **COMMISSIONERS:** **NONE**

ATTEST:

APPROVED:

PHYLLIS DIETER, Office Asst. II

GENO ACEVEDO, Chair

AFFIDAVIT

I, _____, applicant, hereby agree to accept and abide by the terms and conditions specified in this resolution.

, applicant

Date _____



CITY COUNCIL STAFF REPORT
MEETING DATE: August 21, 2002

**REJECTION OF BID FOR PUBLIC WORKS OFFICE
EXPANSION PROJECT**

RECOMMENDED ACTION: Reject the bid received on July 11, 2002 for the Public Works Office Expansion Project.

Agenda Item # 7

Prepared By:

**Contract Project
Manager**

Approved By:

Public Works Director

Submitted By:

City Manager

EXECUTIVE SUMMARY: This project included an approximately 450 square foot (45' x 10') wood frame addition including demolition, foundation, framing, electrical, utilities, fire protection, roofing, HVAC for the entire building (design/build new system), finishing, painting, concrete flat work, and new carpeting.

The bid opening was held on July 11, 2002 and the total bid received is listed below:

Kent Construction	\$296,515
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The one bid received is approximately \$146,000 over the budget and staff has determined that it is not a cost-effective option for adding office space. An analysis of the low bid reveals that the cost for the building addition equated to slightly over \$500 per square foot. Staff is currently exploring other options in order to provide additional space for the engineering office. All options require the above bid to be rejected by Council. Three options being considered are: rebid the project with a reduced scope of work, rebid the project as is and anticipating additional bidders that may increase competition and therefore reduce costs, or, utilize the existing Records Retention area after the City Clerk has moved into their new area across Edes Court at the Bus Yard.

FISCAL IMPACT: None



CITY COUNCIL STAFF REPORT
MEETING DATE: AUGUST 21, 2002

**PUBLIC WORKS MAINTENANCE CONTRACT FOR
REPAIR AND MAINTENANCE OF TELEMETRY
SYSTEM**

RECOMMENDED ACTION(S): Authorize the City Manager to execute the attached contract with Telekey SCADA Systems, Inc.

EXECUTIVE SUMMARY: This agreement is required for our telemetry system maintenance, upgrades, and repairs. Telekey SCADA System is the sole source vendor for our current system. Our telemetry system is a system of controls, radios and computers that monitors and controls our water, wastewater, and storm drain stations. The system is vital to maintaining our system of wells, reservoirs, booster stations, wastewater lift stations and storm pumps.

FISCAL IMPACT: Funding exists in our FY02-03 budget as follows:

640-42231-5900	\$5,000
650-42231-5710	\$15,000
202-42231-6100	\$4,000

Agenda Item # 8

Prepared By:

Management Analyst

Approved By:

Public Works Director

Submitted By:

City Manager



CITY COUNCIL STAFF REPORT
MEETING DATE: AUGUST 21, 2002

**AMEND PROFESSIONAL SERVICES CONTRACT FOR
DESIGN OF TENNANT AVENUE WIDENING**

RECOMMENDED ACTION(S):

1. Approve professional service agreement time extension.
2. Approve the attached additional scope of work from MH Engineering in the amount of \$8,610 and authorize the City Manager to execute an amendment to the existing professional services agreement for design services for the Tennant Avenue Widening Project. The total amended professional services agreement shall not exceed \$42,410.

EXECUTIVE SUMMARY: On November 7, 2001, Council awarded a professional service agreement to MH Engineering to design the widening of the northern side of Tennant Avenue, between Vineyard and Monterey Road to be consistent with improvements from Vineyard to SR 101.

After reviewing the proposed road alignment from MH Engineering, staff decided that it would be a good opportunity to extend the Tennant median from Vineyard to the Monterey intersection. The median will provide a traffic barrier and will eliminate random left turns, thereby increasing traffic safety along this stretch of road. Left turn pockets will be provided at the intersection of Church and Tennant. The construction of the median is consistent with the General Plan.

MH Engineering's scope of work will include additional topographic surveying and engineering associated with the design of the median. The attached proposal outlines their scope of work in more detail. The additional scope of work shall commence upon Council's approval. The design for the overall project is estimated to be complete in September, however, the right-of-way acquisitions may take longer. Staff recommends a time extension for MH engineering for the additional time required to obtain right-of-way. Staff also recommends approval of the attached scope of work included in MH Engineering's proposal.

FISCAL IMPACT: The total cost for the MH Engineering contract as amended is \$42,410. Funds are budgeted for fiscal year 2002-2003 for these professional services from Capital Improvement project number 507B99, Tennant Avenue Widening.

Agenda Item # 9

Prepared By:

Associate Engineer

Approved By:

Public Works Director

Submitted By:

City Manager



CITY COUNCIL STAFF REPORT

MEETING DATE: August 21, 2002

COMMUNITY AND CULTURAL CENTER PROJECT JULY CONSTRUCTION PROGRESS REPORT

RECOMMENDED ACTION(S): *Information only.*

EXECUTIVE SUMMARY: Previous Council action awarded the contract for construction of the Community Center Project to DPR Construction, Inc. At that time, staff informed Council that we would report monthly on the progress of the construction. Attached is the progress report for the month of July. This report has been sent to our webmaster for posting on the City's website. Currently, the project is approximately seven weeks behind schedule due to various delays as follows: last winter's inclement weather, the unsuitable subgrade material under the building, the structural steel delivery, as well as the window delivery. The contractor is re-sequencing some construction activities in an effort to recoup a portion of those delays. The project is currently within budget; however, pending change requests indicate that the project contingency will require additional funding. Staff is currently reviewing all additional costs and will be requesting the additional funding at the meeting of August 28th.

Completion of the construction contract is expected by the end of November 2002.

FISCAL IMPACT: None at this time.

Agenda Item # 10

Prepared By:

Project Manager

Approved By:

Public Works Director

Submitted By:

City Manager